



## ENVIRONMENTAL MANAGEMENT PROGRAM REFUSE DISPOSAL DIVISION



### Fee Booth

FY 04

Process Map Number(s): FB-1.0

**Background/Purpose:** This project was developed to increase efficiency and reduce costs associated with Fee Booth operations and increase customer satisfaction. There is also an environmental benefit associated with the reduction in fuel consumption and emissions released due to traffic delays.

**Objective:** Positive Impact (Continuous Improvement)

**Related Significant Aspects:** Fuel Consumption, Exhaust Emissions (All Customers)

**Target:** Continue to look at ways to improve fee-booth operations with an emphasis on reducing vehicle idle time.

**Target Completion Date(s):** December 2003

**Action Plan:** Complete improvements to the fee booth operations including adding new scale and booth, traffic flow, and truck inspection site improvements.

**Responsible Person(s):** Joe Corones (Associate Civil Engineer), Bijan Zayer (Fiscal Services Manager).

**Resources Required:** Approved plans, budget, and construction contracts.

**Environmental Performance Indicator(s):** Average processing time, number of vehicles stacked up at landfill entrance, number of (daily vehicle total) violations.

**Comments (including other expected benefits or cost savings):** Increased vehicle processing capacity equates to increased customer satisfaction, reduced traffic congestion, and decreased fuel consumption for all customers. This project will also allow us to increase the daily vehicle totals thereby reducing and/or eliminating regulatory violations to this operating permit condition.

**Baseline Data:** N/A

**Approved by:** Bijan Zayer  
Mark zu Hone

Fiscal Services Manager  
Environmental Management Representative

See EMP Schedule on back

| <b>EMP Schedule</b> |                                  |                            |                 |                   |  |
|---------------------|----------------------------------|----------------------------|-----------------|-------------------|--|
| <b>Step</b>         | <b>Action Items</b>              | <b>Responsibilities</b>    | <b>Role</b>     | <b>Schedule</b>   | <b>Resources Required</b>                                |
| 1                   | Construction Contract Processing | Joe Corones<br>Bijan Zayer | Lead<br>Support | Sep 03            |  |
| 2                   | Site Construction                | Joe Corones<br>Bijan Zayer | Lead<br>Support | Sep 03-<br>Dec 03 | On site construction inspection during this time period. |
| 3                   | Site acceptance                  | Joe Corones<br>Bijan Zayer | Lead<br>Support | Jan 04-<br>Feb 04 |  |

### **Comments (report performance/milestones):**

Phase 1 - Install a new 8' X 10' fee booth and 35-40' above ground scale to the east of existing fee booths. Upgrading electrical and SDDP service to the area, adding additional parking, reconfiguring the by-pass lane and re-paving existing parking areas and portions of the travel-way adjacent to the fee booths.

Phase 2 - Replace the existing two small fee booths with 8' X 10' booths similar or equal to new booth constructed in Phase 1. Provide decking, paving as necessary, signage, etc.

Both phases of fee booth construction will be designed to help reduce traffic congestion in the area by providing red/green lights to signify which fee booths are open for operation. The additional scale will provide quicker processing time during peak hours of traffic and will act as an emergency scale should one of the other three break down or need maintenance. Additionally the new fee booths will architecturally enhance the entrance area to the Landfill. Minor cosmetic upgrades may be made to the existing large fee booth # 1 during the second phase. Landscaping may be accomplished in-house when Phase 2 is completed.

Phase 1 is expected to be completed by December 2003. Phase 2 to begin soon after the completion of Phase 1.